



**AGENDA OF THE REGULAR SESSION  
CITY OF AUBURN PLANNING COMMISSION  
1225 LINCOLN WAY, AUBURN, CA 95603**

**March 5, 2013**

**6:00 PM**

(Immediately following the HDRC meeting)

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**Planning Commissioners**

Matt Spokely, Chairman  
Roger Luebke  
Fred Vitas  
Nick Willick  
Lisa Worthington

**City Staff**

Will Wong, Community Development Director  
Reg Murray, Senior Planner

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES**

None

**III. PUBLIC COMMENT**

This is the time provided so that persons may speak to the Commission on any item not on this agenda. Please make your comments as brief as possible. The Commission cannot act on items not included on this agenda; however, the items will be automatically referred to City staff.

**IV. PUBLIC HEARING**

- A. ORDINANCE AMENDMENT – REASONABLE ACCOMMODATION (File 301.3(aa)).** The City of Auburn proposes to amend the Auburn zoning ordinance by establishing provisions for Reasonable Accommodation. The ordinance for reasonable accommodation establishes a process for individuals with disabilities to make requests for relief from various land use, zoning, rules, policies, and practices to insure equal access to housing and places of business.
- B. ORDINANCE AMENDMENT – EMERGENCY SHELTERS, TRANSITIONAL HOUSING, AND SUPPORTIVE HOUSING (File 301.3(bb)).** The City of Auburn proposes to amend the Auburn Municipal Code to allow Emergency Shelters in the Industrial (M-2) zone district and Supportive and Transitional Housing in the Medium Density Multiple-family Residential zone district (R-3).
- C. ORDINANCE AMENDMENT – RESIDENTIAL CARE FACILITIES (File 301.3(cc)).** The City of Auburn proposes to amend the Auburn zoning ordinance relating to residential care facilities. The proposal would amend the Auburn

Municipal Code relating to the definitions for Residential Care facilities and the permitting of large residential care facilities in the Medium Density Multiple-family Residential zone district (R-3) and the Central Business District (C-2).

- D. ORDINANCE AMENDMENT – SINGLE ROOM OCCUPANCY UNITS (File 301.3(dd)).** The City of Auburn proposes to amend the Auburn Municipal Code to allow Single Room Occupancy (SRO) units in the Regional Commercial (C-3) zone district, subject to a use permit.

**V. COMMISSION BUSINESS**

- A.** Annual Planning Commission priorities list discussion (*Continued from the hearing of February 19, 2013*)

**VI. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS**

- A.** City Council Meetings
- B.** Future Planning Commission Meetings
- C.** Reports

**VII. PLANNING COMMISSION REPORTS**

The purpose of these reports is to provide a forum for Planning Commissioners to bring forth their own ideas to the Commission. No decisions are to be made on these issues. If a Commissioner would like formal action on any of these discussed items, it will be placed on a future Commission agenda.

**VIII. FUTURE PLANNING COMMISSION AGENDA ITEMS**

Planning Commissioners will discuss and agree on items and/or projects to be placed on future Commission agendas for the purpose of updating the Commission on the progress of items and/or projects.

**IX. ADJOURNMENT**

Thank you for attending the meeting. The Planning Commission welcomes your interest and participation. If you want to speak on any item on the agenda, as directed by the Chairman, simply go to the lectern, give your name, address, sign in and speak on the subject. Please try to keep your remarks to a maximum of five minutes, focus on the issues before the Planning Commission and try not to repeat information already given to the Commission by a prior speaker. Always speak into the microphone, as the meeting is recorded on tape. It is the policy of the Commission not to begin consideration of a project after 10:00 PM. Such projects will be continued to the next meeting.

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the Community Development Department during normal business hours.



## CITY OF AUBURN

Planning Commission – Staff Report

Meeting Date: March 5, 2013

Prepared by: Reg Murray, Senior Planner

ITEM NO.  
IV-A

**ITEM IV-A: ORDINANCE AMENDMENT – REASONABLE ACCOMMODATION**  
**(FILE 301.3(aa))**

**REQUEST:** The City of Auburn proposes to amend the Auburn zoning ordinance by establishing provisions for Reasonable Accommodation. The ordinance for reasonable accommodation establishes a process for individuals with disabilities to make requests for relief from various land use, zoning, rules, policies, and practices to insure equal access to housing and places of business.

**RECOMMENDED MOTION:**

- A. Move to adopt Planning Commission **Resolution 13-02** recommending that the Auburn City Council adopt the Reasonable Accommodation Ordinance as presented, or as amended by the Planning Commission.

**BACKGROUND/ANALYSIS:**

In 2001, the State passed Senate Bill 520 (SB 520), amending portions of the California Government Code (including §65583). The amendments included prohibiting discrimination due to a disability, and it also stipulated that the Housing Element of a jurisdiction's General Plan must include a program(s) necessary to adequately provide for the housing needs of all economic segments of the community, including persons with disabilities.

Reasonable Accommodation is one such program that promotes housing opportunities for, and removes constraints from, persons with disabilities. The reasonable accommodation process essentially serves as an (administrative) variance process whereby an applicant with disabilities can request an exception to a code standard, where the exception is necessary to address the applicant's disability. For example, a person in a wheelchair might need to construct an accessibility ramp to provide access to their home. Due to site limitations, the ramp might need to be located in a required setback (such as a front or side yard). Without reasonable accommodation, such a project could require approval of a variance, which is a discretionary entitlement requiring an application fee (±\$300) and approval by the Planning Commission. The reasonable accommodation process would establish a no-fee, administrative-level review by the City, thereby simplifying the entitlement process for applicants with disabilities (i.e. removing a constraint).

Adoption of the Reasonable Accommodation ordinance will be a clean-up of the City code that provides consistency with existing requirements of the California Government Code (§65583). In addition, the State Department of Housing and Community Development (HCD) has indicated that jurisdictions can receive "streamline review processing" during HCD's review process if those

jurisdictions have implemented certain programs, including Reasonable Accommodation. The City is currently in the process of updating the Housing Element of the Auburn General Plan and anticipates the release of the public draft in March, 2013. Upon approval of the draft by the City, it will be submitted to HCD for their review and certification. Bringing the City's code into conformance with SB 520 will help the City qualify for their streamline review processing.

The Reasonable Accommodation ordinance is provided as part of Exhibit A; it conforms to current law and is consistent with multiple other jurisdictions surveyed by staff. The basic components provided with the reasonable accommodation ordinance include:

1. **Applicant** – The disabled person or their representative may submit an application.
2. **Application Requirements** – The proposed ordinance identifies the type of materials necessary for a complete application. It includes contact information, project plans, identification of the exception being requested, and a justification for the granting of the exception.
3. **No Fee** – No fee is required for a request for reasonable accommodation.
4. **Review** – Evaluation of the application will be conducted by the Community Development Director. The Director's decision will be provided to the applicant in writing within 45 days of the application and will include the applicant's appeal rights. The Director's decision can approve, approve with conditions, or deny the request. The Director may also approve an alternative that provides an equivalent level of use/enjoyment as compared to the request.
5. **Concurrent Review** – A request for reasonable accommodation can be filed together with other discretionary approvals. The request for reasonable accommodation will be processed concurrent with the discretionary entitlement and will be acted on by the discretionary authority (e.g. Planning Commission) instead of the Director.
6. **Appeals** – Appeal of the approving authority is permitted consistent with the City's established appeals process (AMC §162).

The Planning Commission is a recommending body for this ordinance amendment. All comments and recommendations from the Commission will be forwarded to the Auburn City Council for their consideration.

#### **ENVIRONMENTAL SUMMARY:**

The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3).

#### **EXHIBITS**

- A. Resolution 13-2 w/ proposed Reasonable Accommodation Ordinance

P:/Ordinance Amendments/Reasonable Accommodation/Reasonable Accommodation Ord.pcreport1

PLANNING COMMISSION RESOLUTION NO. 13-02

ORDINANCE AMENDMENT – REASONABLE ACCOMMODATION  
(ADMIN FILE# 301.3(aa))

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**Section 1.** The City of Auburn Planning Commission held a public hearing at its regular meeting of March 5, 2013, to consider a recommendation to the City Council to amend the Auburn zoning ordinance by establishing provisions for Reasonable Accommodation. The ordinance for reasonable accommodation establishes a process for individuals with disabilities to make requests for relief from various land use, zoning, rules, policies, and practices to insure equal access to housing and places of business.

**Section 2.** The City of Auburn Planning Commission has considered all of the evidence submitted into the administrative record which includes, but is not limited to:

1. Agenda report prepared by the Community Development Department for the March 5, 2013, meeting.
2. The draft ordinance for Reasonable Accommodation (attached).
3. Staff presentation at the public hearing held on March 5, 2013.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing.
5. All related documents received and/or submitted at or prior to the public hearing.
6. The City of Auburn General Plan, Zoning Ordinance, and all other applicable regulations and codes.

**Section 3.** In view of all of the foregoing evidence, the City of Auburn Planning Commission recommends the following:

1. The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3);
2. The Ordinance is consistent with the General Plan Housing Element; and,
3. The Ordinance is consistent with State law and is the minimum necessary to protect the health, safety and general welfare.

**Section 4.** In view of all the evidence and based on the foregoing findings and conclusions, the City of Auburn Planning Commission, upon motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ hereby recommends adoption of the Statutory Exemption and recommends that the City Council approve the Reasonable Accommodation Ordinance (attached), as carried by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**PASSED AND RECOMMENDED** this 5th day of March, 2013.

\_\_\_\_\_  
Chairman, Planning Commission  
of the City of Auburn, California

ATTEST: \_\_\_\_\_  
Community Development Department

ORDINANCE NO. 13 - \_\_\_\_\_

AN ORDINANCE OF THE CITY OF AUBURN ADDING  
SECTIONS 159.430 THROUGH 159.434 (REASONABLE ACCOMMODATION)  
TO THE AUBURN MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF AUBURN HEREBY FINDS AS FOLLOWS:

- A. Whereas the City seeks to comply with the provisions of the Federal Fair Housing Act and the California Fair Employment and Housing Act to provide disabled persons reasonable accommodation as necessary to ensure equal access to dwellings and/or places of business; and,
- B. Whereas California Government Code Section 65583(c)(3) requires that the Housing Element of a General Plan include provisions which remove governmental constraints for persons with disabilities; and
- C. Whereas the Housing Element of the Auburn General Plan identifies implementation programs to promote equal housing opportunities for all persons; and,
- D. Whereas the Zoning Ordinance of the Auburn Municipal Code regulates the existing standards of the City's development code.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY ORDAIN:

Section One: Chapter 159 of Title XV of the City of Auburn Municipal Code is hereby amended to add Sections 159.430 through 159.434 (Reasonable Accommodation) to read as follows:

**REASONABLE ACCOMMODATION**

**159.430 PURPOSE.**

In accordance with federal and state law, it is the policy of the city to provide disabled persons reasonable accommodations as necessary to ensure equal access to their dwelling or place of business. The purpose of this section is to provide a clear and defined process for disabled persons to make reasonable accommodation requests from existing standards in the city's development code.

**159.431 REQUESTING REASONABLE ACCOMMODATION.**

- (A) A disabled person or his/her representative may request reasonable accommodation relating to the city's various land use, zoning, rules, policies, practices, or procedures.

- (B) A reasonable accommodation may only be approved for the benefit of one or more individuals with a disability.
- (C) An application for a reasonable accommodation from a land use or zoning regulation, policy, or practice shall be made on a form provided by the department.
- (D) If an individual needs assistance in making the request for reasonable accommodation, or appealing a determination regarding reasonable accommodation, the Director will endeavor to provide the assistance necessary to ensure that the process is accessible to the applicant or representative.
- (E) If a project for which a reasonable accommodation request is made also requires another discretionary approval, then the applicant may file the reasonable accommodation request together with the application for the other discretionary approval. The processing procedures of the discretionary approval shall govern the joint processing of both the reasonable accommodation request and the discretionary permit.
- (F) No fee will be required for a request for reasonable accommodation. If the project requires another discretionary permit and environmental review, then the prescribed fee shall be paid for that discretionary permit and environmental review.

#### **159.432 APPLICATION REQUIREMENTS**

- (A) In addition to the materials required under other applicable provisions of this code, the applicant shall submit the following information with the application:
  - 1. The applicant's name, address and telephone number.
  - 2. If not the applicant, the identity of the disabled person(s), and the applicant's relation to the disabled person(s).
  - 3. Address of the property for which the request is being made.
  - 4. The current actual use of the property.
  - 5. The specific exception or modification to this development code, or other land use or development regulation, policy, or practice requested by the applicant.
  - 6. Identification and description of the disability which is the basis for the request for reasonable accommodation. The applicant shall include current written certification of the disability and a description of the disability's effects on the individual's medical, physical or mental limitations.
  - 7. Documentation as to why the requested exception is necessary to provide the reasonable accommodation. Where appropriate, the applicant shall include a summary of any alternatives to the reasonable accommodation
  - 8. Copies of plans, pictures, memoranda, correspondence, or background information reasonably necessary for the review authority to reach a decision regarding the need for reasonable accommodation.
  - 9. Other supportive information deemed necessary by the city to facilitate proper consideration of the request so long as any request for additional information complies with state and federal law.



## **159.433      REVIEWING AUTHORITY**

### **(A)    *Director's Review.***

1. Requests for reasonable accommodation shall be reviewed by the Director, if no discretionary approval is sought other than the request for reasonable accommodation.
2. The Director shall issue a written decision on a request for reasonable accommodation within forty-five (45) days of the date of the application and may either approve, approve with conditions, or deny a request for reasonable accommodation in accordance with the findings set forth in Section 159.434.
3. All written determinations shall give notice of the right to appeal.
4. The Director may approve alternative reasonable accommodations which provide an equivalent level of use and enjoyment as determined by the Director or agreed upon by the applicant and the Director.
5. If necessary to reach a determination on the request for reasonable accommodation, the Director may request further information from the applicant consistent with fair housing laws, specifying in detail the information that is required. In the event that the Director requests additional information, the 45-day period to issue a decision shall not include the time between the date the Director requests additional information and the date on which the applicant responds to the request.

### **(B)    *Concurrent Review.***

1. A request for reasonable accommodation submitted for concurrent review with another discretionary land use application shall be reviewed by the authority reviewing the discretionary land use application.
2. The written determination on whether to grant or deny the request for reasonable accommodation shall be made by the reviewing authority in compliance with the applicable review procedure for the discretionary permit.
3. The written determination to grant or deny the request for reasonable accommodation shall be made in accordance with the findings set forth in Section 159.434.
4. All written determinations shall give notice of the right to appeal.
5. The reviewing authority may approve alternative reasonable accommodations which provide an equivalent level of use and enjoyment.

- (C) *Appeals.* Appeal of the determination of the approving authority on a request for reasonable accommodation shall be made in accordance with Chapter 162 of this Municipal Code.

#### **159.434 REQUIRED FINDINGS**

- (A) *Findings.* The written decision to approve, conditionally approve, or deny a request for reasonable accommodation shall be based on the following findings, all of which are required for approval:
1. The requested accommodation is requested by or on behalf of one or more individuals with a disability protected by federal or state law.
  2. The requested accommodation is necessary to provide one or more individuals with a disability an equal opportunity to use and enjoy their dwelling or business.
  3. The requested accommodation will not impose an undue financial or administrative burden to the city.
  4. The requested accommodation will not fundamentally alter city zoning, development standards, policies, or procedures.
  5. The requested accommodation will not result in a fundamental alteration of a neighborhood's character
  6. The requested accommodation will not substantially undermine any express purpose of the General Plan or any applicable specific plan.
  7. The requested accommodation will not, under the specific facts of a case, result in a direct threat to the health and safety of other individuals or substantial physical damage to the property of others.

Section Two: This Ordinance shall take effect thirty days following its adoption as provided by Government Code Section 36937.

Section Three: The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code Section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting of the entire text.

Section Four: If any part of this Ordinance is held to be invalid, such invalidity shall not affect any other provision which reasonably can be given effect without regard to the invalid provision and, to that end, the provisions of this Ordinance are hereby declared to be severable.

DATED: \_\_\_\_\_, 2013

\_\_\_\_\_  
Kevin Hanley, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk

I, Stephanie L. Snyder, City Clerk of the City of Auburn, hereby certify that the foregoing ordinance was duly passed at a regular session meeting of the City Council of the City of Auburn held on the \_\_\_\_\_ day of \_\_\_\_\_ 2013 by the following vote on roll call:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk



## **CITY OF AUBURN**

**Planning Commission – Staff Report**  
**Meeting Date: March 5, 2013**

**Prepared by: Reg Murray, Senior Planner**

**ITEM NO.**  
**IV-B**

### **ITEM IV-B: ORDINANCE AMENDMENT - EMERGENCY SHELTERS AND TRANSITIONAL & SUPPORTIVE HOUSING (FILE 301.3(bb)).**

**REQUEST:** The City of Auburn proposes to amend the Auburn Municipal Code to allow Emergency Shelters in the Industrial (M-2) zone district and Supportive and Transitional Housing in the Medium Density Multiple-family Residential zone district (R-3).

#### **RECOMMENDED MOTION:**

- A. Move to adopt Planning Commission **Resolution 13-03** recommending that the Auburn City Council adopt the Emergency Shelters Ordinance as presented, or as amended by the Planning Commission.

#### **BACKGROUND:**

In 2007, the State enacted Senate Bill 2 (SB 2) which amended California Government Code Section 65583 to require that jurisdictions plan for and accommodate emergency shelters in their Housing Element (Element) of the General Plan. In particular, jurisdictions must identify at least one zone district that can accommodate at least one year-round emergency shelter; and, emergency shelters must be allowed as a permitted use (i.e. jurisdictions cannot require a use permit or other discretionary permit). An emergency shelter is generally defined as housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less.

In addition to the requirements for emergency shelters, SB 2 also mandated that local jurisdictions amend their codes to permit “transitional housing” and “supportive housing,” with such transitional and supportive housing projects being treated the same as any other residential use property (i.e. as a use permitted by right). In general, transitional housing means buildings configured as rental housing, but operated under program requirements that call for the termination of assistance and the recirculation of the unit to another eligible program recipient at some predetermined point in the future which shall be no less than six months; while supportive housing means housing with no limit on the length of stay that is occupied by a particular target population (generally, low income and disabled persons).

The Housing Element is a comprehensive statement by the City of Auburn of its current and future housing needs and proposed actions to facilitate the provision of housing to meet those needs at all income levels. The Element includes specific goals, policies, objectives, and programs to meet these objectives. Based on the requirements of SB 2 (above), the City’s Housing Element must address Emergency Shelters, Transitional Housing, and Supportive Housing. The City’s current

Element, adopted in 2008, includes a specific program that satisfies these requirements (see Program N below).

- N. Implement the mandates of SB 2 as it relates to the siting and development of transitional and supportive housing and emergency shelters. To facilitate SB 2, City staff anticipates the City Council may approve the M-2 Industrial District Zone for emergency shelter use by right and without any discretionary action. If another zone, other than the M-2 Industrial District, is approved the City shall comply with the requirements of SB 2 and ensure sufficient capacity for the City's homeless. The City will, as required by SB 2, recognize transitional and supportive housing as a residential use subject only to those restrictions that apply to other residential uses of the same type in the same zone and without any discretionary action.

## ANALYSIS:

In order to implement Program N from the Housing Element, the City must amend the zoning ordinance of the Auburn Municipal Code (Chapter 159). The proposed amendments are included in the draft ordinance attached to the Planning Commission Resolution (Exhibit A). Provided below is a summary of the proposed changes:

1. **Definitions** – The proposed ordinance provides several definitions, including ones for “Emergency Shelter”, “Supportive Housing”, and “Transitional Housing” (see above). The ordinance also includes a revised definition for “Family” to be consistent with current law.

***FAMILY.** One or more persons living together in a dwelling unit, with common access to, and common use of all living, kitchen, and eating areas within the dwelling unit occupying a premises and living as a single non-profit housekeeping unit, as distinguished from a group occupying a hotel, club, fraternity or sorority house. ~~FAMILY shall be deemed to include the necessary servants and may include up to 5 persons not related by blood or marriage.~~*

2. **Zoning - Supportive & Transitional Housing** – Consistent with the requirements of Program N, staff is proposing to amend the zoning code to include Transitional Housing and Supportive Housing in the Medium Density Multiple-family Residential (R-3) zone district. Both uses would be permitted “by right” in the R-3 zone district, with no requirement for a use permit or other discretionary approval (as required by SB 2).
3. **Zoning - Emergency Shelters** – As required by Program N, the proposed code will provide for Emergency Shelters. Staff has identified the Industrial (M-2) zone as the appropriate zone district. As required by law, Emergency Shelters would be a use permitted in the M-1 zone district, with no requirements for a use permit or other discretionary approval; the proposed code reflects this requirement.

For comparison purposes, provided below is a summary of other jurisdictions and their use requirements. Emergency Shelters are permitted unless otherwise stated:

Jurisdiction	Standard
Calabasas	CL – Commercial, Limited
Citrus Heights	GC – General Commercial
Folsom	Religious facilities (in conjunction with) R3 – Neighborhood Apartment R4 – General Apartment M1 – Light Industrial (Use Permit) M2 – General Industrial (Use Permit) ML – Limited Manufacturing (Use Permit)
Placer County	RM (Multi-family) – Permitted (over 60 – CUP) C1 (Neighborhood Commercial) - MUP HS (Highway Service Commercial) - MUP RES (Resort) – MUP C2 (General Commercial) – CUP CPD (Commercial Planned Development) – CUP
Redding	HC - Heavy Commercial
Rocklin	M-1; M-2; PD for M-1/M-2 - Permitted
Roseville	Permitted MP – Industrial Business Park Conditional Use Permit GC (gen com); HC (hwy com); CMU (com mix use) M1 (light ind); M2 (gen ind); MMU (ind mix use)
Sacramento, City of	Permitted if in compliance w/ standards (CUP otherwise) C4 - Heavy Commercial M1/M1(S) – Light Industrial M2/M2(S) – Heavy Industrial

4. **Development and Management Standards** – The Government Code provides that the City may apply development standards to emergency shelters, but only in specific categories. The draft ordinance includes Development and Management Standards (see Section 159.382) that are consistent with the limitations provided by law. Several of the standards are reviewed below and include comparative standards from several other surveyed jurisdictions:

- a. Occupancy – Permanent emergency shelters would be allowed up to thirty (30) occupants at any one time.

Jurisdiction	Standard
Calabasas	20
Citrus Heights	75
Folsom	40; 20 for religious facilities
Placer County	---
Redding	24
Rocklin	60
Roseville	40
Sacramento, City of	24

- b. Parking Requirements - Emergency shelters will be required to provide one parking space for each staff member plus one parking space for every four residents at the shelter.

Jurisdiction	Standard
Calabasas	1/250 s.f.
Citrus Heights	---
Folsom	1/6 residents + 2/staff
Placer County	Demonstrated need + 1/staff
Redding	1/bed + 1/staff
Rocklin	---
Roseville	1/10 residents + 1/staff
Sacramento, City of	1/4 beds + 1 for manager

- c. Distance Separation Requirements - The ordinance establishes a separation requirement between emergency shelters of 300 feet. The Government Code limits the maximum separation between shelters to no more than 300'; therefore, this standard may not be increased. The ordinance also includes a separation standard of 300' between shelters and property situated in the Single-family Residential (R-1) zone; this standard is not regulated by the Government Code and could be amended.

Jurisdiction	Standard
Calabasas	1000' between shelters
Citrus Heights	<ul style="list-style-type: none"> <li>• 300' between shelters</li> <li>• 1,000' of schools, library, park</li> <li>• ½ mile of transit facilities or demonstrate that the facility provides connection to transit</li> <li>• Excluded adjacent to SFR</li> </ul>
Folsom	300' between shelters
Placer County	<ul style="list-style-type: none"> <li>• 300' between shelters</li> <li>• 500' of schools (Minor UP required)</li> <li>• ½ mile of transit facilities or demonstrate that the facility provides connection to transit</li> </ul>
Redding	<ul style="list-style-type: none"> <li>• 300' between shelters unless separated by hwy or railroad</li> <li>• 500' to residential, schools, park</li> </ul>
Rocklin	<ul style="list-style-type: none"> <li>• 1,000' between shelters</li> <li>• 500' of schools</li> <li>• ½ mile of transit facilities</li> </ul>
Roseville	250' between shelters
Sacramento, City of	<ul style="list-style-type: none"> <li>• 1000' between shelters</li> <li>• 500' of park, schools, churches, and SFR</li> <li>• ½ mile of transit facilities or demonstrate that the facility provides connection to transit</li> </ul>

- d. Management – The Government Code allows for the provision of on-site management. The draft ordinance requires the provision of onsite management and security at all times when clients are present; it also requires that hours of operation are clearly posted at the facility. These basic standards are consistent with other jurisdictions.
  - e. Operations Plan – The ordinance includes a requirement that the shelter provide the City with a plan for the operation of the shelter. This “operations plan” would address such issues as operational issues (e.g. security; safety; screening), management experience, good neighbor issues, transportation, client supervision, client services, and food services, and would be reviewed and approved by the Community Development Department and Police Department prior to operation of the emergency shelter.
  - f. Facilities – The proposed ordinance specifies that shelters provide certain minimum facilities. These include an intake/waiting area, secure areas for personal belongings, accessibility to telephones, and adequate lighting. Facilities not included in the City’s ordinance, but observed in other jurisdictions, include laundry facilities, commons area space, and showers.
5. **Temporary Shelters** – As required by the State, the proposed code identifies Emergency Shelters as a permitted use type in at least one zone (Section 159.381(A)). If a jurisdiction complies with this basic requirement, it is not restricted from including additional use standards. Accordingly, staff is proposing Section 159.381(B) which provides for temporary emergency shelters. With this section, temporary emergency shelters would be allowed in conjunction with institutional uses (i.e. a use associated with places of worship, hospitals, educational facilities, and community service organizations). A definition for Institutional Uses is included in Section One of the ordinance.

This section is provided to address the existing efforts of The Gathering Inn in assisting the homeless. The Gathering Inn currently coordinates the operation of temporary homeless shelters throughout Placer County, including the City of Auburn (e.g. the Salvation Army on Sutter Street). With their operation, The Gathering Inn collects the homeless at different locations in the County and takes them to different temporary facilities, rotating the operations between various participating providers (e.g. they could provide for the homeless at a facility in Roseville one day, Rocklin the next, then Auburn, and so on). Including this provision for temporary shelters insures that the City does not make an existing operation non-compliant with the new code. Staff supports this measure since the Gathering Inn has operated in Auburn for several years with little-to-no problem.

Based on the recommended standards, temporary facilities would comply with the same basic standards as permanent facilities, but with a few exceptions. Temporary shelters could have up to 60 occupants (as compared to 30 occupants at permanent facilities); the distance separation requirement from property zoned for Single-family Residential uses would not apply; the temporary shelter could not operate at any one location more than four nights per week; and the shelters would not be able to operate more than 12 hours per day. The operations at the Gathering Inn are consistent with these modified standards.



The Planning Commission is a recommending body for this ordinance amendment. All comments and recommendations from the Commission will be forwarded to the Auburn City Council for their consideration.

**ENVIRONMENTAL SUMMARY:**

The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3).

**EXHIBITS**

- A. Resolution 13-3 with Emergency Shelters and Supportive & Transitional Housing Ordinance attached

P:/Ordinance Amendments/Emergency Shelters/Emergency Shelters Ord.pcreport1

**PLANNING COMMISSION RESOLUTION NO. 13-03**

**ORDINANCE AMENDMENT – EMERGENCY SHELTERS, TRANSITIONAL  
HOUSING AND SUPPORTIVE HOUSING  
(ADMIN FILE# 301.3(bb))**

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**Section 1.** The City of Auburn Planning Commission held a public hearing at its regular meeting of March 5, 2013, to consider a recommendation to the City Council to amend the Auburn Municipal Code to allow Emergency Shelters in the Industrial (M-2) zone district and Supportive and Transitional Housing in the Medium Density Multiple-family Residential zone district (R-3).

**Section 2.** The City of Auburn Planning Commission has considered all of the evidence submitted into the administrative record which includes, but is not limited to:

1. Agenda report prepared by the Community Development Department for the March 5, 2013, meeting.
2. The draft ordinance for Emergency Shelters and Transitional & Supportive Housing (attached).
3. Staff presentation at the public hearing held on March 5, 2013.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing.
5. All related documents received and/or submitted at or prior to the public hearing.
6. The City of Auburn General Plan, Zoning Ordinance, and all other applicable regulations and codes.

**Section 3.** In view of all of the foregoing evidence, the City of Auburn Planning Commission recommends the following:

1. The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3);
2. The Ordinance is consistent with the General Plan Housing Element; and,
3. The Ordinance is consistent with State law and is the minimum necessary to protect the health, safety and general welfare.

**Section 4.** In view of all the evidence and based on the foregoing findings and conclusions, the City of Auburn Planning Commission, upon motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ hereby recommends adoption of the Statutory Exemption and recommends that the City Council approve the Emergency Shelters and Transitional & Supportive Housing Ordinance (attached), as carried by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

**PASSED AND RECOMMENDED** this 5th day of March, 2013.

---

Chairman, Planning Commission  
of the City of Auburn, California

ATTEST: \_\_\_\_\_  
Community Development Department

ORDINANCE NO. 13 - \_\_\_\_\_

AN ORDINANCE OF THE CITY OF AUBURN  
ADDING EMERGENCY SHELTERS AND  
SUPPORTIVE AND TRANSITIONAL HOUSING  
TO THE AUBURN MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF AUBURN HEREBY FINDS AS FOLLOWS:

- A. Whereas the City seeks to comply with the provisions of the Federal Fair Housing Act and the California Fair Employment and Housing Act to provide disabled persons reasonable accommodation as necessary to ensure equal access to dwellings and/or places of business; and,
- B. Whereas California Government Code Section 65583(c)(3) requires the City's General Plan Housing Element to include a program to remove governmental constraints for persons with disabilities; and
- C. Whereas the Auburn General Plan Housing Element identifies implementation programs to promote equal housing opportunities for all persons, including potential amendments to the City's Zoning Ordinance; and,
- D. Whereas the Zoning Ordinance of the Auburn Municipal Code currently contains provisions which, if amended, would promote equal housing opportunities and partially satisfy the City's obligations under the state and federal statutes identified above.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY ORDAIN:

Section One: Amend Section 159.001 (Definitions) of Title XV of the City of Auburn Municipal Code to revise the definition of **FAMILY** and add definitions for **EMERGENCY SHELTER**, **INSTITUTIONAL USE**, **SUPPORTIVE HOUSING** and **TRANSITIONAL HOUSING** to read as follows:

**EMERGENCY SHELTER.** Shall have the same meaning as defined in subdivision (e) of Section 50801 of the Health and Safety Code.

**FAMILY.** One or more persons living together in a dwelling unit, with common access to, and common use of all living, kitchen, and eating areas within the dwelling unit.

**INSTITUTIONAL USE.** Shall include premises associated with, but not limited to, places of worship, hospitals, educational facilities, and community service organizations.

**SUPPORTIVE HOUSING.** Shall have the same meaning as defined in subdivision (b) of Section 50675.14 of the Health and Safety Code.

**TRANSITIONAL HOUSING.** Shall have the same meaning as defined in subdivision (h) of Section 50675.2 of the Health and Safety Code.

Section Two: Amend Section 159.032 (Medium Density Multiple-family Residential District (R-3) of Title XV of the City of Auburn Municipal Code by adding the following permitted uses:

- (A)(4) Supportive Housing
- (A)(5) Transitional Housing

Section Three: Amend Section 159.037 (Industrial District) of Title XV of the City of Auburn Municipal Code by adding the following:

- (A)(14) Emergency Shelters, subject to the provisions of Section 159.380 *et seq.*

Section Four: Amend Chapter 159 of Title XV of the City of Auburn Municipal Code by adding Sections 159.380 through 159.382 (Emergency Shelters) as follows:

## **EMERGENCY SHELTERS**

### **159.380 PURPOSE.**

The provisions of this subchapter are adopted to provide regulations which encourage and facilitate the development or, or conversion to, emergency shelters in accordance with state law and the city's adopted housing element.

### **159.381 PERMIT REQUIREMENTS**

(A) Permanent emergency shelters are a permitted use in the Industrial District (M-2) as identified in Section 159.037, and subject to the development standards identified in Section 159.382.

(B) Temporary emergency shelters are permitted as part of an institutional use subject to the following:

1. Temporary emergency shelters shall conform to the development standards identified in Section 159.382, except as modified below.
2. The maximum number of occupants shall not exceed sixty (60).
3. Temporary emergency shelters are not subject to the distance separation requirements from properties located in the single-family residential (R-1) zone.
4. Emergency shelters shall not operate at the same premises more than four (4) nights per week.
5. The shelter shall not operate more than 12 hours per day.

(A) Emergency Shelters shall comply with the following:

1. **Occupancy.** The maximum number of occupants to be served shall not exceed thirty (30).
2. **Parking Requirements.** Emergency shelters shall provide one parking space for every staff member plus one parking space for every four residents.
3. **Distance Separation Requirements.** No emergency shelter shall be located:
  - a. Within 300 feet of any other emergency shelter.
  - b. Within 300 feet of property in the Single-family Residential (R-1) zone.

The distance separation requirements shall be measured in a straight line, without regard to intervening structures or objects, from the nearest property line of the property on which the shelter is located, to the boundary of the zone described above.

4. **Management.** The following management standards shall apply:
  - a. On-site management shall be provided by at least one emergency shelter staff member at all times while clients are present at the shelter.
  - b. Security personnel shall be provided on-site during hours of operation.
  - c. Hours of Operation. Shelters shall establish and maintain set hours for client intake/discharge, which must be prominently posted on-site.
5. **Facilities.** Shelters shall be situated in permanent premises and shall provide the following facilities:
  - a. An intake/waiting area shall be provided so that clients are not required to wait on sidewalks or any other public rights-of-way.
  - b. Secure areas shall be provided for personal property.
  - c. Adequate interior and exterior lighting shall be provided.
  - d. Telephones shall be provided for use by clients.
6. **Operations Plan.** An operations plan is required for all emergency shelters to address management experience, good neighbor issues, transportation, client supervision, client services, and food services. The plan shall be submitted to and approved by the Community Development Department and Police Department prior to operation of the emergency shelter. The approved plan shall remain active throughout the life of the facility, and all operational requirements covered by the plan shall be complied with at all times. At a minimum, the plan shall include:

- a. A floor plan demonstrating compliance with the physical standards of this chapter.
  - b. Security and safety. Address both on- and off-site needs, including provisions to insure the security and separation of male and female sleeping areas, as well as any family areas within the facility.
  - c. Loitering/noise control. Include specific measures regarding operation controls to minimize the congregation of clients in the vicinity of the facility during hours that clients are not allowed on-site and/or services are not provided.
  - d. Management of outdoor areas. Include a system for daily admittance and discharge procedures and monitoring of waiting areas with a goal to minimize negative impacts to adjacent property.
  - e. Staff training. Insure adequate knowledge and skills to assist clients in obtaining permanent shelter.
  - f. Communication and outreach. Provide objectives to maintain effective, ongoing communication and response to operation issues which may arise within the neighborhood as may be identified by the general public or City staff.
  - g. Adequate and effective screening. Identify the admittance eligibility of clients.
  - h. Litter control. Provide for the regular daily removal of litter attributable to clients within the vicinity of the facility.
  - i. Name(s) and telephone number(s) of a responsible party(ies) to contact.
7. Zone Specific Development Standards. An emergency shelter shall comply with all development standards of the applicable zoning district in which it is located.
  8. The facility shall comply with all applicable state and local housing, building, and fire code requirements.
  9. The facility shall comply with all applicable state and local licensing as required for any program incidental to the emergency shelter.

Section Five: This Ordinance shall take effect thirty days following its adoption as provided by Government Code Section 36937.

Section Six: The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code Section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting of the entire text.

Section Seven: If any part of this Ordinance is held to be invalid, such invalidity shall not affect any other provision which reasonably can be given effect without regard to the invalid provision and, to that end, the provisions of this Ordinance are hereby declared to be severable.

DATED: \_\_\_\_\_, 2013

\_\_\_\_\_  
Kevin Hanley, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk

I, Stephanie L. Snyder, City Clerk of the City of Auburn, hereby certify that the foregoing ordinance was duly passed at a regular session meeting of the City Council of the City of Auburn held on the \_\_\_\_\_ day of \_\_\_\_\_ 2013 by the following vote on roll call:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk





## **CITY OF AUBURN**

**Planning Commission – Staff Report**

**Meeting Date: March 5, 2013**

**Prepared by: Reg Murray, Senior Planner**

**ITEM NO.  
IV-C**

### **ITEM IV-C: RESIDENTIAL CARE FACILITIES - ORDINANCE AMENDMENT**

**REQUEST:** The City of Auburn proposes to amend the Auburn zoning ordinance relating to residential care facilities. The proposal would amend the Auburn Municipal Code relating to the definitions for Residential Care facilities and the permitting of large residential care facilities in the Medium Density Multiple-family Residential zone district (R-3) and the Central Business District (C-2).

#### **RECOMMENDED MOTION:**

- A. Move to adopt Planning Commission **Resolution 13-04** recommending that the Auburn City Council adopt the Residential Care Facilities Ordinance as presented, or as amended by the Planning Commission.

#### **BACKGROUND:**

The Housing Element (Element) of the General Plan is a comprehensive statement by the City of Auburn of its current and future housing needs and proposed actions to facilitate the provision of housing to meet those needs at all income levels. The purpose of the Housing Element is to establish specific goals, policies, and objectives relative to the provision of housing, and to adopt an action plan toward this end.

The City's current Element was adopted in 2008 following review by, and certification from, the California Department of Housing and Community Development (HCD). It includes several goals for meeting the objectives set by the State, such as:

**Goal 1: Provide a range of housing choices that meets the needs of all Auburn residents in terms of type, density and cost.**

As referenced above for Housing Elements, the City's Element includes a variety of programs and policies. These programs also serve as a means of eliminating potential constraints for the provision of housing opportunities. One constraint identified by HCD during their review of the City's Housing Element was that our code did not adequately provide for large Residential Care Facilities (i.e. facilities for more than 6 individuals). While the City's zoning ordinance does address small residential care facilities (i.e. facilities for up to 6 individual), it does not completely account for large residential care facilities. This limitation was identified as a constraint to providing a broader range of housing choices (Goal 1), therefore, the City included Program M in the Element (see below). Under this program, the City agreed to amend its zoning ordinance to include residential care facilities of 7 or more persons.

- M. Adopt an amendment to the Zoning Ordinance to allow Residential Care Facilities of 7 or more in the high density residential district (R-3) and the Central Business District (C-2); therefore, allowing the development of a range of assisted care housing for older adults who have limited self-care abilities by:
- ensuring appropriate zoning for all ranges of housing from group housing to independent living with services on-site for institutional care facilities;
  - helping to access funding and funding sources; and
  - identifying appropriate sites for development.

## ANALYSIS:

In order to implement Program M from the Housing Element, the City must amend the zoning ordinance of the Auburn Municipal Code (Chapter 159). The proposed amendments are included in the draft ordinance attached to the Planning Commission Resolution (Exhibit A). Provided below is a summary of the proposed changes:

1. **Definitions** – Residential Care Facilities are not currently defined in the zoning ordinance. The proposed ordinance adds definitions for both Large and Small residential care facilities (see Section One of the draft ordinance).
2. **Residential Care Facility (Large)** – Consistent with the commitment associated with Program M, the zoning code has been amended to include Large Residential Care Facilities in both the Medium Density Multiple-family Residential District (R-3) and the Central Business District (C-2) zones. In both cases, these facilities are permitted subject to approval of a Use Permit. These two zones were selected based on the following criteria:
  - a. Components of Large Residential Care Facilities are currently permitted. The R-3 and C-2 zones currently permit, upon approval of a use permit, homes for the ambulatory aged, mentally impaired, congregate living health care, and developmentally disabled persons, as well as facilities for drug and/or social rehabilitation and parole-related care.
  - b. Large care facilities share characteristics with other uses currently permitted in the R-3 and C-2 zone districts. Large residential care facilities provide a congregate living arrangement that are similar to multiple-family dwellings, rest homes and care homes currently permitted in the R-3 zone and apartments and rental housing permitted in the C-2 zone.
  - c. The proposal is consistent with other jurisdictions:

Jurisdiction	Zone Districts
Placer County	Farm/R3/Res Ag zones – Minor Use Permit
Roseville	R-1/R-2/R-3 zones – Use Permit Res/Mixed Use – Permitted
Folsom	R-4 zone – Use Permit C-1/C-2/C-3/BP zones – Use Permit

Calabasas	R-3 – Use Permit Com/Retail – Use Permit Com/Mixed Use – Use Permit Com/Old Town – Use Permit
Citrus Heights	Facilities up to 20 persons: R-1/R-2 zones – UP R-3 - Permitted Facilities over 20 persons R-3 - Permitted
Redding	All Residential zones - Permitted C-1 zone – Admin review board C-2 – Zoning administrator Small Office – Admin review board Large Office - Permitted
Rocklin	BP zone – Use Permit R-1/R-2/R-3 zones – Use Permit
Sacramento City	All Residential zones – Special Permit C-2 zone – Special Permit

3. **Parking for Residential Care Facilities** – The existing zoning ordinance does not include parking standards for residential care facilities. The draft ordinance (Exhibit A) adds the following parking standards for Residential Care Facilities:

- *Residential Care Facilities (Small)* - 2 usable parking spaces. This standard is consistent with the parking required for a single-family home, which is where this use type typically occurs, and may not be made any more restrictive (i.e. pursuant to Health & Safety §1568.0831, the standards for Small care facilities cannot be more restrictive than those for dwelling in the same residential zone).
- *Residential Care Facilities (Large)* - 1 parking space for each 2 beds. This standard is patterned after the City's existing standard for nursing home and convalescent homes, and is consistent with standards from other jurisdictions (see below).

Jurisdiction	Parking Required
Placer County	1 space per 2 beds
Calabasas	1 space per 2 beds + 1 per employee on largest shift
Folsom	1 space per 2 occupants (group care) 1 space per 4 beds (convalescent hospital)
Roseville	2 space per dwelling + ½ per sleeping room
Redding	1 space per 3 beds
Citrus Heights	1 space per 4 beds + 1 space per employee on duty at same time.
Rocklin	---
Sacramento, City of	---

4. **Residential Care Facility (Small)** – In the process of amending the zoning code for Large Residential Care Facilities (above), staff recognized that the existing zoning code relating

to Small Residential Care Facilities needed to be reorganized and updated to be compliant with State law.

First, a definition has been provided for Small Residential Care Facilities (see #1 above). By providing this definition, the multiple existing references to Small care facility use types (e.g. Section 159.030(A)(6)) can be eliminated. Second, State law requires that Small Residential Care Facilities must be permitted “by right” in the Single-family Residential (R-1) zone district, and cannot be made a conditionally permitted use. Since the City’s existing ordinance is not fully compliant, the code has been amended to include Small care facilities as a permitted use (Section 159.030(A)(6)) and an existing reference which requires approval of a use permit has been eliminated (Section 159.030(B)(6)).

The Planning Commission is a recommending body for this ordinance amendment. All comments and recommendations from the Commission will be forwarded to the Auburn City Council for their consideration.

#### **ENVIRONMENTAL SUMMARY:**

The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3).

#### **ATTACHMENTS**

1. Existing Zoning Ordinance (excerpted) for R-1, R-2, R-3, C-1, C-2, and C-3 zone districts

#### **EXHIBITS**

- A. Resolution 13-4 w/ proposed Residential Care Facilities Ordinance

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**USES PERMITTED****§ 159.030 SINGLE-FAMILY RESIDENTIAL DISTRICT (R-1).**

(A) The following uses shall be permitted in the Single-Family Residential (R-1) District:

(1) One single-family detached dwelling unit occupied by a single family and appurtenant accessory buildings;

(2) Municipal or other public buildings, utilities and properties, including schools, parks, playgrounds and community centers owned and operated by a governmental agency, and excluding corporation yards and other uses generally classified as industrial in nature;

(3) Up to 6 non-related persons living as a non-profit group;

(4) Rest homes, foster and small family day-care homes, and outpatient nursing care homes or similar licensed facilities for up to 6 persons, including the adults and children constituting the family;

(5) Large family day-care homes as regulated by the provisions of §§ 159.390 *et seq.*;

(6) Homes for the ambulatory aged, mentally impaired, congregate living health care or developmentally disabled persons, which serve 6 or fewer persons; and

(7) Permanent manufactured homes for single-family use in compliance with § 159.055.

(B) The following uses shall be permitted in the Single-Family Residential (R-1) District subject to the approval of a use permit:

(1) Privately-owned schools, parks, golf courses, swimming and/or tennis clubs, and utilities, except as provided in §§ 159.260 *et seq.*;

(2) Churches and rest homes;

(3) One guest house;

(4) Home occupations customarily incidental to a residence;

(5) In areas not less than one acre in size, rooming and boardinghouses for not more than 15 persons, including the family; and

(6) Drug and/or social rehabilitation, or parole-related care facilities or residences, which serve 6 or fewer persons.

(1973 Code, § 9-4.501) (Ord. 558, eff. --; Am. Ord. 585, eff. --; Am. Ord. 634, eff. --; Am. Ord. 764, eff. 7-13-1981; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 89-9, eff. 5-24-1989)

**§ 159.031 TWO-FAMILY RESIDENTIAL (DUPLEX) DISTRICT (R-2).**

The following uses shall be permitted in the Two-Family Residential (Duplex) (R-2) District:

(A) All uses permitted in the R-1 District; and

(B) Two-family (duplex) dwelling units as regulated by the provisions of § 159.016(B). (1973 Code, § 9-4.502) (Ord. 558, eff. --)

**§ 159.032 MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL DISTRICT (R-3).**

(A) The following uses shall be permitted in the Medium Density Multiple-Family Residential (R-3) District:

(1) All uses permitted in the R-1 and R-2 Districts;

(2) Multiple-family dwelling units as regulated by the provisions of § 159.016(C); and

(3) Rest homes and outpatient nursing care homes for up to 15 persons, including the children or adults constituting the family.

(B) The following uses shall be permitted in the Medium Density Multiple-Family Residential (R-3) District subject to the approval of a use permit:

(1) Hospitals, medical and dental clinics and professional offices;

(2) Rooming houses for up to 15 persons;

(3) Nursery schools and child care centers;

(4) Homes for the ambulatory aged, mentally impaired, congregate living health care or developmentally disabled persons, which serve more than 6 persons; and

(5) Drug and/or social rehabilitation or parole-related care facilities or residences.

(1973 Code, § 9-4.503) (Ord. 558, eff. - -; Am. Ord. 585, eff. - -; Am. Ord. 745, eff. 9-12-1979; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 00-5, eff. 12-27-2000)

### **§ 159.033 NEIGHBORHOOD COMMERCIAL DISTRICT (C-1).**

(A) The following uses shall be permitted in the Neighborhood Commercial (C-1) District when conducted within a building or other applicable area:

(1) Commercial:

(a) Amusement centers;

(b) Apparel shops;

(c) Art goods stores;

(d) Automobile parking lots;

(e) Bakeries;

(f) Book stores;

(g) Camera shops;

(h) Candy stores;

(i) Delicatessens;

(j) Drugstores;

(k) Florist shops;

(l) Fountains;

(m) Furniture stores;

(n) Gift shops;

(o) Glass stores;

(p) Hardware stores;

(q) Hobby shops;

(r) Ice cream shops;

(s) Liquor stores;

(t) Music stores;

(u) Newsstands and newspaper and related printing and publishing;

(v) Paint and wallpaper stores;

(w) Pet shops;

(x) Radio and television sales stores;

(y) Restaurants;

(z) Smoke shops;

(aa) Toy stores; and

(bb) Variety stores.

(2) Food:

(a) Bakeries employing not more than 3 persons full or part-time, excluding sales personnel;

shops;

stores;

and vegetable stores; and

(e) Health food stores.

(3) Services:

(a) Answering services;

(b) Banks;

(c) Barber shops;

(d) Beauty parlors;

(e) Building materials stores (retail);

(f) Business offices;

(g) Commercial schools (secretarial, dance, business and the like);

(h) Dance halls;

(i) Laundromats;

(j) Laundry and cleaning agencies;

(k) Medical and dental offices;

(l) Pressing shops;

(m) Photographers;

(n) Professional offices;

(o) Real estate and insurance offices;

(p) Repair shops for shoes, radios, television sets and domestic appliances;

(q) Tailor shops;

(r) Taxicab stands; and

(s) Utility offices.

(B) The following uses shall be permitted in the Neighborhood Commercial (C-1) District subject to the approval of a use permit:

(1) Apartments and rental housing;

(2) Bowling alleys;

(3) Drive-in dairy products;

(4) Drive-in restaurants;

(5) Gasoline service stations;

(6) Living quarters in connection with an established commercial use;

(7) Nurseries and greenhouses;

(8) Taverns;

(9) Theaters;

(10) Churches and/or church-related uses;

(11) Outdoor vending and/or temporary sales of any product for private profit not conducted within a building (excepting those uses noted in division (C) below); and

(12) Outdoor seating with 13 or more seats in association with an existing eating establishment.

(C) The following uses shall be permitted in the Neighborhood Commercial (C-1) District subject to the approval of the appropriate special permit as set forth in §§ 159.475 *et seq.*

(1) Temporary outdoor sales in conjunction with special events may be authorized by the Community Development Director without necessity of a use permit.

(2) Limited outdoor seating, up to a maximum of 12 seats, in association with an existing eating establishment.  
(1973 Code, § 9-4.505) (Ord. 558, eff. - -; Am. Ord. 718, eff. 1-11-1978; Am. Ord. 781, eff. 4-13-1983; Am. Ord. 794, eff. 1-11-1984; Am. Ord. 803, eff. 11-7-1984; Am. Ord. 87-1, eff. 2-11-1987; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 91-3, eff. 3-27-1991; Am. Ord. 92-16, eff. 8-26-1992)

**§ 159.034 CENTRAL BUSINESS DISTRICT (C-2).**

(A) The following uses shall be permitted in the Central Business (C-2) District: all uses permitted in the C-1 District.

(B) The following uses shall be permitted in the Central Business (C-2) District when conducted within a building or other applicable area:

- (1) Antique stores;
- (2) Apartments and rental housing;
- (3) Apparel shops;
- (4) Appliance stores;
- (5) Art goods stores;
- (6) Automobile dealerships;
- (7) Automobile parts and accessory stores;
- (8) Automobile sales, services and lots;
- (9) Automobile service agencies;
- (10) Automobile upholstery shops;
- (11) Bank and lending agencies;
- (12) Barber shops;

- (13) Beauty shops;
- (14) Bike sales and repair shops;
- (15) Boat sales and repair shops;
- (16) Book stores;
- (17) Building materials stores (retail);
- (18) Bus terminals;
- (19) Camera and photographic supply store
- (20) Candy stores;
- (21) China and glassware shops;
- (22) Cigars and tobacco shops;
- (23) Communications equipment building;
- (24) Department stores;
- (25) Drapery shops;
- (26) Dressmaking stores;
- (27) Drugstores;
- (28) Employment agencies;
- (29) Florist shops;
- (30) Fountains;
- (31) Fur shops;
- (32) Furniture stores;
- (33) Garden supply stores;
- (34) Gift shops;
- (35) Hardware and homeware stores;
- (36) Hat shops;



## Auburn - Land Usage

- (37) Hobby and toy shops;
  - (38) Hotels and motels;
  - (39) Ice cream shops;
  - (40) Import shops;
  - (41) Interior decorating shops;
  - (42) Jewelry shops;
  - (43) Lamp shops;
  - (44) Laundry and cleaning agencies;
  - (45) Lingerie and hosiery stores;
  - (46) Liquor stores;
  - (47) Living quarters in connection with an established use;
  - (48) Luggage stores;
  - (49) Millinery shops;
  - (50) Music and records stores;
  - (51) Offices, such as realtors, insurance, photographers, accountants, attorneys, advertisers, medical, dental and other professions;
  - (52) Paint, glass and wallpaper sales stores;
  - (53) Power tools stores;
  - (54) Radio, television and retail electronic supplies stores;
  - (55) Restaurants;
  - (56) Rug stores;
  - (57) Savings and loan associations;
  - (58) Sewing shops;
  - (59) Shoe stores;
  - (60) Sporting goods stores;
  - (61) Stationery and office supplies stores;
  - (62) Tailor shops;
  - (63) Taverns;
  - (64) Theaters;
  - (65) Tire sales, repair and exchange stores (not including recapping);
  - (66) Title companies;
  - (67) Toy stores;
  - (68) Variety stores; and
  - (69) Yardage and yarn shops.
- (C) The following uses shall be permitted in the Central Business (C-2) District subject to the approval of a use permit:
- (1) Automobile repair shops (not including spray painting or body work);
  - (2) Automobile service stations;
  - (3) Cleaning plants;
  - (4) Creameries;
  - (5) Electrical repair shops;
  - (6) Laundries;
  - (7) Motorcycle sales shops;
  - (8) Plumbing shops;
  - (9) Printing shops;

(10) Sheet metal shops and tire recapping with tire sales;

(11) Animal hospitals and clinics; and

(12) Use of any housing rental units, apartment or other dwelling units or buildings for the ambulatory aged, mentally impaired, developmentally disabled, congregate living health care and drug or social rehabilitation, including parole-related facilities or residences.

(1973 Code, § 9-4.506) (Ord. 558, eff. - -; Am. Ord. 585, eff. - -; Am. Ord. 632, eff. - -; Am. Ord. 87.1, eff. 2-11-1987; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 06-2, eff. 4-12-2006)

#### **§ 159.035 REGIONAL COMMERCIAL DISTRICT (C-3).**

The following uses shall be permitted in the Regional Commercial (C-3) District: all uses permitted in the C-1 and C-2 Districts.

(1973 Code, § 9-4.507) (Ord. 558, eff. - -)

#### **§ 159.036 INDUSTRIAL PARK DISTRICT (M-1).**

The following industrial uses shall be permitted in the Industrial Park (M-1) District:

(A) Animal hospitals and kennels;

(B) Automobile repair and painting shops;

(C) Automobile service stations;

(D) Bottling works;

(E) Building materials yards;

(F) Cabinet shops;

(G) Clothing manufacturing;

(H) Contractors yards and storage;

(I) Corporation yards;

(J) Design shops;

(K) Electrical distribution substations;

(L) Electronic assembly stores;

(M) Finished paper products;

(N) Furniture manufacturing;

(O) Greenhouses;

(P) Instrument manufacturing;

(Q) Laundry and dry cleaning plants;

(R) Machine shops;

(S) Novelty manufacturing;

(T) Nurseries;

(U) Photographic processing shops;

(V) Precision machine shops;

(W) Printing and bookbinding shops;

(X) Professional offices;

(Y) Research laboratories;

(Z) Rugs, draperies, and other woven fabrics manufacturing;

(AA) Sheet metal shops;

(BB) Tire recapping and sales;

(CC) Toy manufacturing;

(DD) Warehouses; and

PLANNING COMMISSION RESOLUTION NO. 13-04

ORDINANCE AMENDMENT – RESIDENTIAL CARE FACILITIES  
(ADMIN FILE# 301.3(cc))

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**Section 1.** The City of Auburn Planning Commission held a public hearing at its regular meeting of March 5, 2013, to consider a recommendation to the City Council that would amend the Auburn Municipal Code relating to the definitions for Residential Care Facilities and the permitting of large residential care facilities in the Medium Density Multiple-family Residential zone district (R-3) and the Central Business District (C-2).

**Section 2.** The City of Auburn Planning Commission has considered all of the evidence submitted into the administrative record which includes, but is not limited to:

1. Agenda report prepared by the Community Development Department for the March 5, 2013, meeting.
2. The draft ordinance for Residential Care Facilities (attached).
3. Staff presentation at the public hearing held on March 5, 2013.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing.
5. All related documents received and/or submitted at or prior to the public hearing.
6. The City of Auburn General Plan, Zoning Ordinance, and all other applicable regulations and codes.

**Section 3.** In view of all of the foregoing evidence, the City of Auburn Planning Commission recommends the following:

1. The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3);
2. The Ordinance is consistent with the General Plan Housing Element; and,
3. The Ordinance is consistent with State law and is the minimum necessary to protect the health, safety and general welfare.

**Section 4.** In view of all the evidence and based on the foregoing findings and conclusions, the City of Auburn Planning Commission, upon motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ hereby recommends adoption of the Statutory Exemption and recommends that the City Council approve the Residential Care Facilities Ordinance (attached), as carried by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

**PASSED AND RECOMMENDED** this 5th day of March, 2013.

\_\_\_\_\_  
Chairman, Planning Commission  
of the City of Auburn, California

ATTEST: \_\_\_\_\_  
Community Development Department

ORDINANCE NO. 13 - \_\_\_\_\_

AN ORDINANCE OF THE CITY OF AUBURN AMENDING THE AUBURN  
MUNICIPAL CODE TO INCLUDE PROVISIONS FOR RESIDENTIAL CARE  
FACILITIES IN THE MULTIPLE-FAMILY RESIDENTIAL (R3) AND CENTRAL  
BUSINESS (C-2) ZONE DISTRICTS

THE CITY COUNCIL OF THE CITY OF AUBURN HEREBY FINDS AS FOLLOWS:

- A. Whereas the City of Auburn recognizes the benefits of allowing a range of housing opportunities for disadvantaged persons; and,
- B. Whereas the Auburn Housing Element (Program M) commits the City to amend its zoning ordinance to allow Residential Care Facilities in the Multiple-Family Residential (R3) and the Central Business (C-2) zone districts; and,
- C. Whereas the Zoning Ordinance of the Auburn Municipal Code regulates the existing standards of the City's development code.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN DOES  
HEREBY ORDAIN:

**Section One:** Amend Section 159.001 (Definitions) of Title XV of the City of Auburn Municipal Code to include the following definitions:

**RESIDENTIAL CARE FACILITY - LARGE.** A large residential care facility refers to any premises, place, or building that provides 24-hour non-medical services to seven (7) or more persons who are in need of personal services, supervision, or assistance. A large residential care facility is licensed by the State Department of Social Services and, according to the provisions of the California Health and Safety Code, shall be considered a residential use of property. Typical uses include, but are not limited to, facilities for alcoholism or drug abuse recovery, residential care for the elderly, mentally disordered or handicapped persons, dependent and neglected children, social rehabilitation, pediatric care, intermediate care for the development disabled, and congregate living health.

**RESIDENTIAL CARE FACILITY - SMALL.** A small residential care facility refers to any premises, place, or building that provides 24-hour non-medical services to six (6) or fewer persons who are in need of personal services, supervision, or assistance. A small residential care facility is licensed by the State Department of Social Services and, according to the provisions of the California Health and Safety Code, shall be considered a residential use of property. Typical uses include, but are not limited to, facilities for alcoholism or drug abuse recovery, residential care for the elderly, mentally disordered or handicapped persons, dependent and neglected children, social rehabilitation, pediatric care, intermediate care for the development disabled, and congregate living health.

**Section Two:** Amend Section 159.030 (Single-family Residential District (R-1)) of Title XV of the City of Auburn Municipal Code to read as follows:

**§ 159.030 SINGLE-FAMILY RESIDENTIAL DISTRICT (R-1).**

- (A) The following uses shall be permitted in the Single-Family Residential (R-1) District:
- (1) One single-family detached dwelling unit occupied by a single family and appurtenant accessory buildings;
  - (2) Municipal or other public buildings, utilities and properties, including schools, parks, playgrounds and community centers owned and operated by a governmental agency, and excluding corporation yards and other uses generally classified as industrial in nature;
  - (3) Up to 6 non-related persons living as a non-profit group;
  - (4) Rest homes, foster and small family day-care homes, and outpatient nursing care homes or similar licensed facilities for up to 6 persons, including the adults and children constituting the family;
  - (5) Large family day-care homes as regulated by the provisions of §159.390 et seq.;
  - (6) ~~Residential Care Facility – Small; Homes for the ambulatory aged, mentally impaired, congregate living health care or developmentally disabled persons, which serve 6 or fewer persons; and~~
  - (7) Permanent manufactured homes for single-family use in compliance with § 159.055.
- (B) The following uses shall be permitted in the Single-Family Residential (R-1) District subject to the approval of a use permit:
- (1) Privately-owned schools, parks, golf courses, swimming and/or tennis clubs, and utilities, except as provided in §159.260 et seq.;
  - (2) Churches and rest homes;
  - (3) One guest house;
  - (4) Home occupations customarily incidental to a residence;
  - (5) In areas not less than one acre in size, rooming and boardinghouses for not more than 15 persons, including the family; and
  - (6) ~~Drug and/or social rehabilitation, or parole-related care facilities or residences, which serve 6 or fewer persons.~~

**Section Three:** Amend Section 159.032 (Medium Density Multiple-family Residential District (R-3)) of Title XV of the City of Auburn Municipal Code to read as follows:

**§ 159.032 MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL DISTRICT (R-3).**

- (A) The following uses shall be permitted in the Medium Density Multiple-Family Residential (R-3) District:
- (1) All uses permitted in the R-1 and R-2 Districts;

- (2) Multiple-family dwelling units as regulated by the provisions of §159.016(C); and
- (3) Rest homes and outpatient nursing care homes for up to 15 persons, including the children or adults constituting the family.

- (B) The following uses shall be permitted in the Medium Density Multiple-Family Residential (R-3) District subject to the approval of a use permit:
- (1) Hospitals, medical and dental clinics and professional offices;
  - (2) Rooming houses for up to 15 persons;
  - (3) Nursery schools and child care centers;
  - (4) ~~Residential Care Facility – Large; Homes for the ambulatory aged, mentally impaired, congregate living health care or developmentally disabled persons, which serve more than 6 persons; and~~
  - (5) ~~Drug and/or social rehabilitation or parole related care facilities or residences.~~

**Section Four:** Amend Section 159.034(C) (Central Business District (C-2)) of Title XV of the City of Auburn Municipal Code to read as follows:

**§ 159.034 CENTRAL BUSINESS DISTRICT (C-2).**

- (C) The following uses shall be permitted in the Central Business (C-2) District subject to the approval of a use permit:
- (1) Automobile repair shops (not including spray painting or body work);
  - (2) Automobile service stations;
  - (3) Cleaning plants;
  - (4) Creameries;
  - (5) Electrical repair shops;
  - (6) Laundries;
  - (7) Motorcycle sales shops;
  - (8) Plumbing shops;
  - (9) Printing shops;
  - (10) Sheet metal shops and tire recapping with tire sales;
  - (11) Animal hospitals and clinics; and
  - (12) ~~Residential Care Facility – Large. Use of any housing rental units, apartment or other dwelling units or buildings for the ambulatory aged, mentally impaired, developmentally disabled, congregate living health care and drug or social rehabilitation, including parole related facilities or residences.~~

**Section Five:** Amend Section 159.167 (Parking Spaces; Number Required) of Title XV of the City of Auburn Municipal Code to include the following:

- (M) For residential care facilities:
- (1) Small – For small residential care facilities, 2 usable parking spaces; and
  - (2) Large – For large residential care facilities, 1 parking space for each 2 beds.

(NM) For uses not set forth in this section, as determined by the Commission.

**Section Six:** This Ordinance shall take effect thirty days following its adoption as provided by Government Code Section 36937.

**Section Seven:** The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code Section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting of the entire text.

**Section Eight:** If any part of this Ordinance is held to be invalid, such invalidity shall not affect any other provision which reasonably can be given effect without regard to the invalid provision and, to that end, the provisions of this Ordinance are hereby declared to be severable.

DATED: \_\_\_\_\_, 2013

\_\_\_\_\_  
Kevin Hanley, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk

I, Stephanie L. Snyder, City Clerk of the City of Auburn, hereby certify that the foregoing ordinance was duly passed at a regular session meeting of the City Council of the City of Auburn held on the \_\_\_\_\_ day of \_\_\_\_\_ 2013 by the following vote on roll call:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk





## **CITY OF AUBURN**

**Planning Commission – Staff Report**

**Meeting Date: March 5, 2013**

**Prepared by: Reg Murray, Senior Planner**

**ITEM NO.  
IV-D**

**ITEM IV-D: ORDINANCE AMENDMENT - SINGLE ROOM OCCUPANCY UNITS (FILE 301.3(dd)).**

**REQUEST:** The City of Auburn proposes to amend the Auburn Municipal Code to allow Single Room Occupancy (SRO) units in the Regional Commercial (C-3) zone district, subject to a use permit.

**RECOMMENDED MOTION:**

- A. Move to adopt Planning Commission **Resolution 13-05** recommending that the Auburn City Council adopt the Single Room Occupancy (SRO) Ordinance as presented, or as amended by the Planning Commission.

**BACKGROUND:**

The Housing Element (Element) of the General Plan is a comprehensive statement by the City of Auburn of its current and future housing needs and proposed actions to facilitate the provision of housing to meet those needs at all income levels. The purpose of the Housing Element is to establish specific goals, policies, and objectives relative to the provision of housing, and to adopt an action plan toward this end.

The City's current Element was adopted in 2008 following review by, and certification from, the California Department of Housing and Community Development (HCD). It includes several goals for meeting the objectives set by the State, such as:

**Goal 1: Provide a range of housing choices that meets the needs of all Auburn residents in terms of type, density and cost.**

As referenced above for Housing Elements, the City's Element includes a variety of programs and policies. These programs also serve as a means of eliminating potential constraints for the provision of housing opportunities. One constraint identified by HCD during their review of the City's Housing Element was that our code did not identify zoning districts for Single Room Occupancy facilities. This limitation was identified as a constraint to providing a broader range of housing choices (Goal 1), therefore, the City included Program U in the Element (see below). Under this program, the City agreed to amend its zoning ordinance to include Single Room Occupancy units.

- U. The City will update its zoning ordinance to identify zoning district(s) that explicitly allow for Single Resident Occupancy Units with appropriate zoning development standards and permit procedures.

## ANALYSIS:

In order to implement Program U from the Housing Element, the City must amend the zoning ordinance of the Auburn Municipal Code (Chapter 159). The proposed amendments are included in the draft ordinance attached to the Planning Commission Resolution (Exhibit A). Provided below is a summary of the proposed changes:

1. **Definitions** – Single Room Occupancy units are not currently defined in the zoning ordinance. The proposed ordinance adds a definition to Single Room Occupancy facilities (see Section One of the draft ordinance). SRO units are defined as followed:

***SINGLE ROOM OCCUPANCY (SRO) UNITS.*** Any building containing five or more units intended or designed to be used, or which are used, rented, or hired out, to be occupied, or which are occupied, for sleeping purposes by residents, which is their primary residence. The individual units may lack either cooking facilities or individual sanitary facilities, or both.

2. **Zoning - Single Room Occupancy (SRO) Units** – Consistent with the commitment associated with Program U, the zoning code has been amended to include Single Room Occupancy facilities in the Regional Commercial (C-3) zone. These facilities are permitted subject to approval of a Use Permit. This zone was selected based on the following criteria:
  - a. Single Room Occupancy facilities share similar characteristics with other group living facilities (i.e. hotels, apartments, multi-family residential units, and rental housing) that are permitted or conditionally permitted in the commercial zone districts.
  - b. The proposal is consistent with other jurisdictions:

Jurisdiction	Zone Districts
Placer County	HS/RES/RM/C1 – MUP C2/CPD – CUP
Lincoln	R3 – CUP
Rocklin	---
Roseville	C1/C2/C3/C4/PUD – CUP
Folsom	C2 – Permitted C3 – CUP
Sacramento, City of	MC/NC/RMX/R4A/R5/R0/C1/C2/C3/C4/M1/M2 – Special permit
West Sacramento	---

3. **Development and Management Standards** - The draft ordinance includes Development and Management Standards (see Section 159.387) for the operation of SRO facilities. Several of the standards are reviewed below and include comparative standards from several other surveyed jurisdictions:

- a. Unit Size – Single Room Occupancy units shall be a minimum of 150 square feet and a maximum of 400 square feet.

Jurisdiction	Unit Size Standard
Placer County	Min. 150 sq. ft, max 400 sq. ft.
Lincoln	---
Rocklin	Min. 150, max 400 sq. ft.
Roseville	---
Folsom	---
Sacramento, City of	Min. 100 sq. ft, max (1 person), 150 sq. ft (2 persons)
West Sacramento	---

- b. Occupancy – The maximum number of occupants would not exceed more than two (2) people per unit.

Jurisdiction	Occupancy Standard
Placer County	2/unit
Lincoln	---
Rocklin	2/unit
Roseville	---
Folsom	---
Sacramento, City of	2/unit
West Sacramento	---

- c. Parking Requirements – The existing zoning ordinance does not include parking standards for SRO facilities. The draft ordinance provides one parking space per SRO unit, one space for the on-site manager, and one space for each additional employee, if any, on maximum shift. Parking standards from other jurisdictions include:

Jurisdiction	Parking Required
Placer County	1/unit + 1/manager + 1/staff
Lincoln	1/hotel + motel unit
Rocklin	1/2 units + 1/manager + 1/staff
Roseville	2 space per dwelling + ½ per sleeping room
Folsom	1 space per 3 beds
Sacramento, City of	1 space per 4 beds + 1 space per employee on duty at same time.
West Sacramento	---

- d. Distance Separation Requirements – The proposed code limits the location of SRO facilities to within 300 feet of any other SRO or within 300 feet of property in the Single-Family Residential (R-1) zone. This distance separation requirement is consistent with the code standard recommended for Emergency Shelters. Of the jurisdictions surveyed by staff, only the Placer County code had a distance separation requirement (300' from any other SRO, emergency shelter, or similar program).

- e. Management – An on-site management office shall be provided in the form of a resident manager or a 24-hour desk service.

Jurisdiction	Management Standard
Placer County	On-site management for $\geq 10$ units required
Lincoln	---
Rocklin	On-site management office/unit required
Roseville	---
Folsom	----
Sacramento, City of	On-site management (resident manager/24-hour service desk) for $\geq 12$ units required
West Sacramento	---

- f. Facilities – The proposed code includes provisions for facilities including kitchens, bathrooms, closets, and laundry.
4. As required, the proposed ordinance amends the City's code to include Single Room Occupancy units in the Regional Commercial (C-3) zone district. Since SROs are provided as conditionally permitted uses, and the existing code for the C-3 district only identifies principally permitted uses, the proposed ordinance reorganizes the existing code to separately identify the uses permitted (159.035(A)) and the uses permitted with approval of a use permit (159.035(B)).

The Planning Commission is a recommending body for this ordinance amendment. All comments and recommendations from the Commission will be forwarded to the Auburn City Council for their consideration.

#### **ENVIRONMENTAL SUMMARY:**

The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3).

#### **ATTACHMENTS**

1. Existing Zoning Ordinance (excerpted) for C-1, C-2, and C-3 zone districts

#### **EXHIBITS**

- A. Resolution 13-05 w/ proposed Single Room Occupant facilities Ordinance

## Zoning

(3) Rest homes and outpatient nursing care homes for up to 15 persons, including the children or adults constituting the family.

(B) The following uses shall be permitted in the Medium Density Multiple-Family Residential (R-3) District subject to the approval of a use permit:

(1) Hospitals, medical and dental clinics and professional offices;

(2) Rooming houses for up to 15 persons;

(3) Nursery schools and child care centers;

(4) Homes for the ambulatory aged, mentally impaired, congregate living health care or developmentally disabled persons, which serve more than 6 persons; and

(5) Drug and/or social rehabilitation or parole-related care facilities or residences. (1973 Code, § 9-4.503) (Ord. 558, eff. - -; Am. Ord. 585, eff. - -; Am. Ord. 745, eff. 9-12-1979; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 00-5, eff. 12-27-2000)

### § 159.033 NEIGHBORHOOD COMMERCIAL DISTRICT (C-1).

(A) The following uses shall be permitted in the Neighborhood Commercial (C-1) District when conducted within a building or other applicable area:

(1) Commercial:

(a) Amusement centers;

(b) Apparel shops;

(c) Art goods stores;

(d) Automobile parking lots;

(e) Bakeries;

(f) Book stores;

(g) Camera shops;

(h) Candy stores;

(i) Delicatessens;

(j) Drugstores;

(k) Florist shops;

(l) Fountains;

(m) Furniture stores;

(n) Gift shops;

(o) Glass stores;

(p) Hardware stores;

(q) Hobby shops;

(r) Ice cream shops;

(s) Liquor stores;

(t) Music stores;

(u) Newsstands and newspaper and related printing and publishing;

(v) Paint and wallpaper stores;

(w) Pet shops;

(x) Radio and television sales stores;

(y) Restaurants;

(z) Smoke shops;

(aa) Toy stores; and

(bb) Variety stores.

(2) Food:

(a) Bakeries employing not more than 3 persons full or part-time, excluding sales personnel;

shops;

(b) Cafés, restaurants and catering

stores;

(c) Delicatessens and specialized food

(d) Grocery, meat, fish, poultry, fruit and vegetable stores; and

(e) Health food stores.

(3) Services:

(a) Answering services;

(b) Banks;

(c) Barber shops;

(d) Beauty parlors;

(e) Building materials stores (retail);

(f) Business offices;

(g) Commercial schools (secretarial, dance, business and the like);

(h) Dance halls;

(i) Laundromats;

(j) Laundry and cleaning agencies;

(k) Medical and dental offices;

(l) Pressing shops;

(m) Photographers;

(n) Professional offices;

(o) Real estate and insurance offices;

(p) Repair shops for shoes, radios, television sets and domestic appliances;

(q) Tailor shops;

(r) Taxicab stands; and

(s) Utility offices.

(B) The following uses shall be permitted in the Neighborhood Commercial (C-1) District subject to the approval of a use permit:

(1) Apartments and rental housing;

(2) Bowling alleys;

(3) Drive-in dairy products;

(4) Drive-in restaurants;

(5) Gasoline service stations;

(6) Living quarters in connection with an established commercial use;

(7) Nurseries and greenhouses;

(8) Taverns; (bars)

(9) Theaters;

(10) Churches and/or church-related uses;

(11) Outdoor vending and/or temporary sales of any product for private profit not conducted within a building (excepting those uses noted in division (C) below); and

(12) Outdoor seating with 13 or more seats in association with an existing eating establishment.

(C) The following uses shall be permitted in the Neighborhood Commercial (C-1) District subject to the approval of the appropriate special permit as set forth in §§ 159.475 *et seq.*

(1) Temporary outdoor sales in conjunction with special events may be authorized by the Community Development Director without necessity of a use permit.

(2) Limited outdoor seating, up to a maximum of 12 seats, in association with an existing eating establishment.

(1973 Code, § 9-4.505) (Ord. 558, eff. --; Am. Ord. 718, eff. 1-11-1978; Am. Ord. 781, eff. 4-13-1983; Am. Ord. 794, eff. 1-11-1984; Am. Ord. 803, eff. 11-7-1984; Am. Ord. 87-1, eff. 2-11-1987; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 91-3, eff. 3-27-1991; Am. Ord. 92-16, eff. 8-26-1992)

#### **§ 159.034 CENTRAL BUSINESS DISTRICT (C-2).**

(A) The following uses shall be permitted in the Central Business (C-2) District: all uses permitted in the C-1 District.

(B) The following uses shall be permitted in the Central Business (C-2) District when conducted within a building or other applicable area:

- (1) Antique stores;
- (2) Apartments and rental housing;
- (3) Apparel shops;
- (4) Appliance stores;
- (5) Art goods stores;
- (6) Automobile dealerships;
- (7) Automobile parts and accessory stores;
- (8) Automobile sales, services and lots;
- (9) Automobile service agencies;
- (10) Automobile upholstery shops;
- (11) Bank and lending agencies;
- (12) Barber shops;

- (13) Beauty shops;
- (14) Bike sales and repair shops;
- (15) Boat sales and repair shops;
- (16) Book stores;
- (17) Building materials stores (retail);
- (18) Bus terminals;
- (19) Camera and photographic supply stores;
- (20) Candy stores;
- (21) China and glassware shops;
- (22) Cigars and tobacco shops;
- (23) Communications equipment buildings;
- (24) Department stores;
- (25) Drapery shops;
- (26) Dressmaking stores;
- (27) Drugstores;
- (28) Employment agencies;
- (29) Florist shops;
- (30) Fountains;
- (31) Fur shops;
- (32) Furniture stores;
- (33) Garden supply stores;
- (34) Gift shops;
- (35) Hardware and homeware stores;
- (36) Hat shops;

- (37) Hobby and toy shops;
  - (38) Hotels and motels;
  - (39) Ice cream shops;
  - (40) Import shops;
  - (41) Interior decorating shops;
  - (42) Jewelry shops;
  - (43) Lamp shops;
  - (44) Laundry and cleaning agencies;
  - (45) Lingerie and hosiery stores;
  - (46) Liquor stores;
  - (47) Living quarters in connection with an established use;
  - (48) Luggage stores;
  - ~~(49) Medical marijuana dispensary;~~ *deleted*
  - (50) Millinery shops;
  - (51) Music and records stores;
  - (52) Offices, such as realtors, insurance, photographers, accountants, attorneys, advertisers, medical, dental and other professions;
  - (53) Paint, glass and wallpaper sales stores;
  - (54) Power tools stores;
  - (55) Radio, television and retail electronic supplies stores;
  - (56) Restaurants;
  - (57) Rug stores;
  - (58) Savings and loan associations;
  - (59) Sewing shops;
  - (60) Shoe stores;
  - (61) Sporting goods stores;
  - (62) Stationery and office supplies stores;
  - (63) Tailor shops;
  - (64) Taverns;
  - (65) Theaters;
  - (66) Tire sales, repair and exchange stores (not including recapping);
  - (67) Title companies;
  - (68) Toy stores;
  - (69) Variety stores; and
  - (70) Yardage and yarn shops.
- (C) The following uses shall be permitted in the Central Business (C-2) District subject to the approval of a use permit:
- (1) Automobile repair shops (not including spray painting or body work);
  - (2) Automobile service stations;
  - (3) Cleaning plants;
  - (4) Creameries;
  - (5) Electrical repair shops;
  - (6) Laundries;
  - (7) Motorcycle sales shops;
  - (8) Plumbing shops;
  - (9) Printing shops;



(10) Sheet metal shops and tire recapping with tire sales;

(11) Animal hospitals and clinics; and

(12) Use of any housing rental units, apartment or other dwelling units or buildings for the ambulatory aged, mentally impaired, developmentally disabled, congregate living health care and drug or social rehabilitation, including parole-related facilities or residences.

~~(13) Medical marijuana dispensary.~~ *deleted*

(1973 Code, § 9-4.506) (Ord. 558, eff. - -; Am. Ord. 585, eff. - -; Am. Ord. 632, eff. - -; Am. Ord. 87.1, eff. 2-11-1987; Am. Ord. 87-3, eff. 5-26-1987; Am. Ord. 87-7, eff. 10-12-1987; Am. Ord. 87-11, eff. 1-13-1988; Am. Ord. 06-2, eff. 4-12-2006)

#### **§ 159.035 REGIONAL COMMERCIAL DISTRICT (C-3).**

The following uses shall be permitted in the Regional Commercial (C-3) District: all uses permitted in the C-1 and C-2 Districts.

(1973 Code, § 9-4.507) (Ord. 558, eff. - -)

#### **§ 159.036 INDUSTRIAL PARK DISTRICT (M-1).**

The following industrial uses shall be permitted in the Industrial Park (M-1) District:

(A) Animal hospitals and kennels;

(B) Automobile repair and painting shops;

(C) Automobile service stations;

(D) Bottling works;

(E) Building materials yards;

(F) Cabinet shops;

(G) Clothing manufacturing;

(H) Contractors yards and storage;

(I) Corporation yards;

(J) Design shops;

(K) Electrical distribution substations;

(L) Electronic assembly stores;

(M) Finished paper products;

(N) Furniture manufacturing;

(O) Greenhouses;

(P) Instrument manufacturing;

(Q) Laundry and dry cleaning plants;

(R) Machine shops;

(S) Medical marijuana dispensary;

(T) Novelty manufacturing;

(U) Nurseries;

(V) Photographic processing shops;

(W) Precision machine shops;

(X) Printing and bookbinding shops;

(Y) Professional offices;

(Z) Research laboratories;

(AA) Rugs, draperies, and other woven fabrics manufacturing;

(BB) Sheet metal shops;

(CC) Tire recapping and sales;

(DD) Toy manufacturing;

(EE) Warehouses; and

(FF) All uses permitted in the commercial districts subject to the approval of a use permit.

**PLANNING COMMISSION RESOLUTION NO. 13-05**

**ORDINANCE AMENDMENT – SINGLE ROOM OCCUPANCY (SRO) UNITS  
(ADMIN FILE# 301.3(cc))**

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**Section 1.** The City of Auburn Planning Commission held a public hearing at its regular meeting of March 5, 2013, to consider a recommendation to the City Council that would amend the Auburn Municipal Code relating to the definitions and the permitting of Single Room Occupancy (SRO) units in the Regional Commercial (C-3) zone district.

**Section 2.** The City of Auburn Planning Commission has considered all of the evidence submitted into the administrative record which includes, but is not limited to:

1. Agenda report prepared by the Community Development Department for the March 5, 2013, meeting.
2. The draft ordinance for Single Room Occupancy units (attached).
3. Staff presentation at the public hearing held on March 5, 2013.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing.
5. All related documents received and/or submitted at or prior to the public hearing.
6. The City of Auburn General Plan, Zoning Ordinance, and all other applicable regulations and codes.

**Section 3.** In view of all of the foregoing evidence, the City of Auburn Planning Commission recommends the following:

1. The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b)(3);
2. The Ordinance is consistent with the General Plan Housing Element; and,
3. The Ordinance is consistent with State law and is the minimum necessary to protect the health, safety and general welfare.

**Section 4.** In view of all the evidence and based on the foregoing findings and conclusions, the City of Auburn Planning Commission, upon motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ hereby recommends adoption of the Statutory Exemption and recommends that the City Council approve the Single Room Occupancy Ordinance (attached), as carried by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**PASSED AND RECOMMENDED** this 5th day of March, 2013.

\_\_\_\_\_  
Chairman, Planning Commission  
of the City of Auburn, California

ATTEST:\_\_\_\_\_  
Community Development Department

ORDINANCE NO. 13 - \_\_\_\_\_

AN ORDINANCE OF THE CITY OF AUBURN  
ADDING SINGLE ROOM OCCUPANCY (SRO) UNITS  
TO THE AUBURN MUNICIPAL CODE

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THE CITY COUNCIL OF THE CITY OF AUBURN HEREBY FINDS AS FOLLOWS:

- A. Whereas the Auburn Housing Element identifies implementation programs to promote equal housing opportunities for persons of all income levels; and,
- B. Whereas Program U of the Auburn Housing Element commits the city to identify appropriate zone districts for single room occupancy units; and,
- C. Whereas the Zoning Ordinance of the Auburn Municipal Code regulates the existing standards of the City's development code.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY ORDAIN:

Section One: Amend Section 159.001 (Definitions) of Title XV of the City of Auburn Municipal Code by adding the following:

***SINGLE ROOM OCCUPANCY (SRO) UNITS.*** Any building containing five or more units intended or designed to be used, or which are used, rented, or hired out, to be occupied, or which are occupied, for sleeping purposes by residents, as their primary residence. The individual units may lack either cooking facilities or individual sanitary facilities, or both. "SRO Unit" does not include any institution in which persons are housed or detained under legal constraint; any institution in which persons are hospitalized or otherwise under medical, nursing or psychiatric care; or fraternity or sorority houses.

Section Two: Amend Section 159.035 Regional Commercial District (C-3) of Title XV of the City of Auburn Municipal Code to read as follows:

**§ 159.035 REGIONAL COMMERCIAL DISTRICT (C-3).**

- (A) The following uses shall be permitted in the Regional Commercial (C-3) District:
  - (1) All permitted uses in the C-2 District.
- (B) The following uses shall be permitted in the Regional Commercial (C-3) District subject to approval of a use permit:
  - (1) Single room occupancy units, subject to Section 159.385 *et. seq.*
  - (2) All C-2 uses subject to approval of a use permit.

Section Three: Amend Chapter 159 of Title XV of the City of Auburn Municipal Code by adding Section 159.385 through Section 159.387 (Single Room Occupancy Units) as follows:

### **SINGLE ROOM OCCUPANCY UNITS**

#### **159.385 PURPOSE.**

The provisions of this subchapter are adopted to provide regulations which encourage and facilitate the development of, or conversion to, single room occupancy (SRO) units in accordance with state and federal law and the city's adopted housing element.

#### **159.386 PERMIT REQUIREMENTS**

(A) Single room occupancy units are permitted in the Regional Commercial (C-3) zone district upon approval of a use permit as identified in Section 159.035, and subject to the development standards identified in Section 159.387.

#### **159.387 DEVELOPMENT AND MANAGEMENT STANDARDS**

(A) Single room occupancy units shall comply with the following:

1. **Unit Size.** Single room occupancy units shall be a minimum of 150 square feet and a maximum of 400 square feet.
2. **Occupancy.** The maximum number of occupants shall not exceed more than two (2) people per unit.
3. **Parking Requirements.** Single room occupancy units shall provide one parking space per SRO unit, one space for the on-site manager, and one space for each additional employee, if any, on maximum shift.
4. **Distance Separation Requirements.** No single room occupancy unit shall be located:
  - a. Within 300 feet of any other SRO.
  - b. Within 300 feet of property in the Single-family Residential (R-1) zone.

The distance separation requirements shall be measured in a straight line, without regard to intervening structures or objects, from the nearest property line of the property on which the SRO is located, to the boundary of the zone described above.

5. **Management.** The following management standards shall apply:
  - a. **Manager's Office.** An on-site management office shall be provided.

- b. Facility Management. On-site management shall be provided in the form of a resident manager or a 24-hour desk service.
6. **Facilities.** Single room occupancy units shall provide the following facilities:
- a. Kitchen. Kitchen facilities are not required; however, full or partial kitchen facilities may be provided for each room, or one common (shared) kitchen facility may be provided per floor.
  - b. Bathroom. Private (in-unit) bathroom facilities are not required but may be provided. If in-unit accommodations are not provided, a common (shared) bathroom facility shall be provided and shall include a toilet, sink and bathtub and/or shower facilities.
  - c. Closet. Each SRO unit shall have a separate storage space.
  - d. Laundry. Common (shared) laundry facilities shall be provided at a ratio of one washer and one dryer for every ten (10) units.
7. **Building Code Compliance.** Single room occupancy units shall comply with all requirements of the California Building Code.
8. **Zone Specific Development Standards.** Except as provided by this chapter, single room occupancy units shall comply with all development standards of the applicable zoning district in which it is located.
9. The facility shall comply with all applicable state and local housing, building, and fire code requirements.

Section Four: This Ordinance shall take effect thirty days following its adoption as provided by Government Code Section 36937.

Section Five: The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code Section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting of the entire text.

Section Six: If any part of this Ordinance is held to be invalid, such invalidity shall not affect any other provision which reasonably can be given effect without regard to the invalid provision and, to that end, the provisions of this Ordinance are hereby declared to be severable.

DATED: \_\_\_\_\_, 2013

\_\_\_\_\_  
Kevin Hanley, Mayor

ATTEST:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk

I, Stephanie L. Snyder, City Clerk of the City of Auburn, hereby certify that the foregoing ordinance was duly passed at a regular session meeting of the City Council of the City of Auburn held on the \_\_\_\_\_ day of \_\_\_\_\_ 2013 by the following vote on roll call:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Stephanie L. Snyder, City Clerk



# Memorandum

## City of Auburn Community Development Department

**To:** Auburn Planning Commission  
**From:** Reg Murray, Senior Planner  
**Date:** March 5, 2013  
**Subject:** Discussion of Planning Commission Priorities 2013 *(Continued from the February 19, 2013 meeting)*

At the direction of the Auburn City Council, the Auburn Planning Commission conducts an annual review of planning issues affecting the City. In association with this review, the Commission can submit a consensus memo to the Auburn City Council identifying the priority planning issues that they would like to have addressed by City staff in the coming year. The Council's direction also provided Planning Commissioners with the ability to submit their own individual views to the City Council if a consensus document was not provided by the full Planning Commission.

In 2012, the Planning Commission identified three areas of interest:

- Support for the continued monitoring of parking in Old Town and Downtown.
- Reaffirmed interest in updating the zoning ordinance, with specific emphasis on an update of the sign ordinance and creation of hillside development standards. In 2012, the Planning Commission reviewed, and the City Council approved, a comprehensive revision to the Auburn Sign Ordinance.
- Reaffirmed interest in the establishment of an ad hoc committee to develop a Trails Master Plan.

The draft 2013 Special Projects List (Attachment 1) reflects the Planning Commission's priorities from 2012 and includes an updated list of planning issues for the Community Development Department in the coming year. Key projects for the coming year include:

- Implementation ordinances for the Housing Element, including Reasonable Accommodation, Emergency Shelters, Residential Care Facilities, and Single Residential Occupancy units. Staff is currently finalizing the ordinances for Commission review in March, 2013 and Council review April, 2013.
- Housing Element Update (2013-2021) – Staff is currently working with its housing consultant on the first draft and anticipates that public review by the Planning Commission and City Council will occur in March and April, respectively.



- First Time Home Buyers Program and Owner-Occupied Rehabilitation Program – Staff will continue to administer both programs, which are set to conclude in July 2013.
- Sign enforcement for temporary signs - Upon approval of the amended sign ordinance in November, 2012, the City Council voted to end provisions allowing temporary signs such as banners and A-frames and directed staff to renew enforcement efforts for temporary signs. The program allowing such signs expires March, 2013.
- Historic Resource Nomination – Based on direction from the City Council, staff is currently drafting an amendment to the current procedures for the nomination of historic resources and anticipates Planning Commission review by March 2013.
- Roadway Naming – At City Council direction, staff is currently drafting a procedure for the naming of roads in the City and is coordinating with the SHAC on the development of a list of names.
- FEP/GP Fee Schedule – Staff anticipates work to establish a General Plan fee and amending the current city facilities (FEP) fee.
- Baltimore Ravine Specific Plan – Staff anticipates completion of the reimbursement agreement for the BRSP as well as review of the improvement plans for the Bloomer Cut bridge crossing and the Herdal Drive road extension.
- Placer County Airport Land Use Compatibility Plan – Public Works and CDD staff will participate in preparation of the Placer County Airport Land Use Compatibility Plan by the Placer County Transportation Planning Agency.
- Parking Management – CDD staff will coordinate with the Old Town and Downtown business associations to implement additional parking management steps (e.g. 2-hr parking, employee parking, signage, etc.).
- General Plan Update – Staff will develop a process for updating the Auburn General Plan.

**ATTACHMENT:**

1. CDD Special Projects List - 2/13/13

# COMMUNITY DEVELOPMENT DEPARTMENT - SPECIAL PROJECTS LIST

(2/19/13)

## Project

## Comments

	PLANNING COMMISSION	* Commission priority
1	Zoning Ordinance Update*	3/26/07 - Sign Ord Update. 3/15/11 - Include hillside development standards per BRSP. 4/11/11 - Council direction to proceed with update of the sign ordinance. 2/7/12 - Commission reaffirms interest in updating zoning ordinance. November 2012 - Sign ordinance adopted.
2	Parking Management*	3/15/11 - PC supports continued monitoring of Old Town and Downtown parking and application of policy recommendations per the Walker Parking Study. 2/7/12 - Renewed support of continued monitoring of parking in Old Town and Downtown
3	Trails Master Plan*	2/5/08 - Establish a Trails Master Plan (Worthington); 2/17/09 - PC requests an ad hoc committee be established to begin working on the Plan. 3/9/09 - Council supported ad hoc committee; approach to be directed back to Council for review and approval. 3/15/11 - Commissioners Snyder & Worthington volunteered to initiate the process. 2/7/12 - Commission renewed interest in establishment of an ad hoc committee.
	HDRC	* Commission priority
4	Historic Design Review Guidelines*	2/7/12 - Amend the Historic Design Review Guidelines to include elements from the Auburn Streetscape project.
5	HDRC Powers & Duties*	2/19/13 - Review the HDRC's powers and duties pursuant to AMC §159.496 (A) and §159.496(B).
6	Historic Design Review Guidelines*	2/19/13 - Amend the Historic Design Review Guidelines for consistency with the 2012 sign ordinance update.
	STAFF	* Staff priority
7	Housing Element Implementation	Complete programs from the 2008-2013 Housing Element (on-going). Includes ordinances for Reasonable Accommodation, Emergency Shelters, Residential Care Facilities, and Single Resident Occupancy units. March 2013 - Commission review; April 2013 - Council review/action.
8	Housing Element Update	Complete update of the 2013-2021 Housing Element by October 2013 (on-going). March 2013 - Commission review; April 2013 - Council review.

9	HOME Grants	Ongoing administration of the First Time Home Buyer and Owner Occupied Rehabilitation programs
10	Sign Enforcement	Temporary sign enforcement (i.e. banners/A-frames) in follow-up to adoption of 2012 sign ordinance update.
11	Historic Resource Nomination	Amend the historic resource nomination process.
12	Roadway Naming	Establish a process for the naming of roadways
13	FEP & General Plan Fee updates*	Update the FEP fee and establish a fee towards the update of the General Plan
14	Baltimore Ravine Specific Plan (BRSP)	a) Reimbursement agreement
15	New Ordinances	b) Improvement plans (bridge & Herdal extension)
		a) Park Fee Ordinance update
		b) Outdoor Music/Noise
		c) Massage Ordinance
		b) Water Efficiency/Landscape Ordinance
16	Placer County Airport Land Use Compatibility Plan Update	c) Wireless Facilities Ordinance
		Placer County Transportation Planning Agency is the Lead Agency for the update. Public Works and CDD staff are members of the Technical Advisory committee.
17	Parking Management	Work with Old Town and Downtown business associations to implement additional parking management steps (e.g. 2-hr parking, employee parking, signage, etc.)
18	General Plan Implementation	Complete programs from the General Plan
19	General Plan Update	Establish process for updates to the General Plan on an element-by-element basis.
20	General Plan Land Use Map	Finalize digital update of the General Plan Land Use Map
21	School Park Preserve	Development Agreement and Park Management Plan ( <i>in process</i> ); draft copy circulated
22	CDBG Business Loan Program	

P:\Annual PC&CC Reporting\2013\PC Priority Projects\CC-PC Special Projects List.2-19-13